

**The following checklist is to be attached to the front of your original application, before mailing to the address below:**

**Pamela Goodlow  
Special Populations Office  
National Institute on Drug Abuse  
6001 Executive Boulevard  
Room 3105  
Rockville, MD 20852**

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### **CHECKLIST**

#### ***Research Supplements to Promote Diversity in Health-Related Research***

**Please check where appropriate or insert page numbers where applicable**

- |     |  |                                     |
|-----|--|-------------------------------------|
| 1.  | Pages of applications are numbered   | Application consists of ____ pages  |
| 2.  | Abstract or summary of funded parent grant or project                                  | Pages ____ thru ____ of application |
| 3.  | Detailed description of research experience proposed for eligible candidate            | Pages ____ thru ____ of application |
| 4.  | Timetable for proposed research  | Pages ____ thru ____ of application |
| 5.  | Detailed plan for mentoring eligible candidate   | Pages ____ thru ____ of application |
| 6.  | Proposed budget  | Pages ____ thru ____ of application |
| 7.  | IACUC & IRB approval, if appropriate   | Page ____ of application            |
| 8.  | Signed statement from proposed candidate outlining interest                            | Pages ____ thru ____ of application |
| 9.  | <b>Current</b> biographical sketch or curriculum vitae                                 | Pages ____ thru ____ of application |
| 10. | <b>Current or most recent</b> transcript   | Pages ____ thru ____ of application |
| 11. | Signed statement from PI verifying eligibility of candidate                            | Page ____ of application            |
| 12. | Letter of support/approval if candidate is student or faculty at different institution | NA ____ or Page ____ of application |
| 13. | <b>CHECKLIST</b> – To be attached to front of original application before mailing.     |                                     |

**NOTE: Upon receipt of application package, NIDA will forward an email acknowledgement of its receipt to the Principal Investigator. If email acknowledgement is not received by the applicant institution, please call the NIDA Special Populations Office (301- 443-0441) to confirm receipt.**